

## Volunteer Sales Assistant

Octavia works with people affected by unemployment, ill health, social isolation or low income to connect them with opportunities for positive personal change. Through our numerous shops across London, we sell high quality donated items, which helps us to raise funds to support our work with vulnerable and disadvantaged people.

Our vision is to build stronger, happier and healthier communities in central and west London to help create an enriched life where we live. Help us to raise money for Octavia and support the work we do in the local community by volunteering in one of our charity shops.

### Reasons to volunteer

Do you love fashion, enjoy meeting different people and have an interest in retail? Maybe you would love to help others find their own style? Perhaps you'd like to learn more about contemporary window displays or sourcing specialist donated items?

We also offer:

- Full induction and training, including one to one support from the Shop Manager
- An amazing team atmosphere
- Opportunity to enhance your CV and to learn new skills
- Travel and lunch costs reimbursed on the provision of receipts\*

### What would I be doing?

- Providing excellent customer service and a high end shopping experience
- Sorting and pricing appropriately donated items we regularly receive
- Operating tills and handling cash
- Maintaining a high level of shop presentation

### What skills are we looking for?

- A keen eye for fashion
- A great team player
- Someone to go the extra mile when it comes to customer service

### Sounds great! How do I sign up?

Complete our application form here: [https://www.octaviafoundation.org.uk/volunteer/apply\\_now](https://www.octaviafoundation.org.uk/volunteer/apply_now). It takes just 5 minutes! Then we will arrange for you to meet the Shop Manager for a chat, as an opportunity for us to get to know you better. We would request 2 references and there is a trial period of 2 weeks and an informal review with the Shop Manager, to ensure that it's the right fit for everyone.

We are committed to equality and diversity and welcome applications from all sections of the community. Please contact us should you prefer to apply over the phone or via hard copy, for accessibility reasons. If you require any adjustments due to a disability (including: physical, psychological or neurological disease or disorders) in order to get the most out of your time volunteering with us, please do let us know so that we can ideally facilitate this.

\*Contact the Volunteering Team for more information at [volunteering@octavia.org.uk](mailto:volunteering@octavia.org.uk) or call us on 0208354 5681 / 02083545646